



# Local Government Division Program Fact Sheets

## **State of Washington**

Department of Community, Trade and Economic Development  
128 – 10<sup>th</sup> Avenue SW | PO Box 42525 | Olympia, Washington 98504-2525 | 360/725.4000

<http://www.cted.wa.gov>





# Bond Cap Allocation Program

*Providing financing options for projects that significantly benefit the people of Washington*

## Purpose

The Bond Cap Allocation Program (BCAP) provides opportunities for lower-cost financing by authorizing the issuance of tax-exempt private activity bonds for projects or programs that have a substantial amount of private involvement (and thus generally do not qualify for tax-exempt status) yet provide significant benefits to the public. The program provides the legally required oversight to ensure that the state complies with federal tax laws on the issuance of tax-exempt private activity bonds. It also monitors that the state does not exceed its ceiling on the amount of tax-exempt private activity bonds issued each year.

BCAP's origin traces back to the passage of the Federal Tax Reform Act of 1986. As part of an overall effort to balance the federal budget, the Tax Reform Act put restrictions on most types of municipal bonds and set the annual ceiling or "cap" on tax-exempt private activity bonds. Up until 2000, the state ceiling was determined using a \$50 per capita formula (based on resident population). In accordance with Sections 146(d)(1) and (2) of the Internal Revenue Code, the formula has since increased to \$80 per capita to keep pace with inflation. The U.S. Treasury reviews the formula annually to determine the need for cost-of-living adjustments.

In accordance with RCW 39.86, Washington State's cap is allocated across the following five bond use categories:

- Small Issue Manufacturing
- Public Utility Districts (PUD)
- Housing (both multifamily and single family)
- Exempt (Capital) Facilities
- Student Loans

By authorizing the issuance of tax-exempt private activity bonds, BCAP enables less expensive financing and access to tax credits for low- and moderate-income housing projects, access to mortgage assistance for first-time home buyers, less expensive loans for Washington students, and job retention and creation through industrial development and infrastructure.

The Bond Cap Advisory Group, created in 1992, fulfills a program advisory role.

## Fast Facts

- To qualify, a project must fall within an eligible category established by the U.S. Congress and demonstrate significant public benefit
- Direct clients are Bond Issuing Authorities issuing bonds for projects involving more than 10% in private participation
- In 2005, Washington state's Bond Cap is equal to \$80 per capita, or more than \$496 million

## For More Information

Steven K. Washington  
Managing Director,  
Community Development  
Programs Unit  
360.725-3005  
[StevenW@cted.wa.gov](mailto:StevenW@cted.wa.gov)

Nancy K. Ousley  
Assistant Director  
Local Government Division  
360.725.3003  
[NancyO@cted.wa.gov](mailto:NancyO@cted.wa.gov)

# Bond Cap Allocation Program

## Statutory Authority

*Federal Legislation:  
Tax Reform Act of 1986*

*RCW 39.98, 43.180  
State legislation on private  
activity bond allocation*

*WAC 365-135  
code pertaining to bond cap  
allocation*

## Results and Achievements

Since 1987, BCAP has:

- Approved more than \$5.4 billion in tax-exempt bond authority

From January through December 2004, BCAP:

- Allocated more than \$331.4 million to low- and moderate-income housing projects, in which an estimated 4,744 affordable housing units were supported
- Allocated more than \$3.2 million to small issue manufacturing projects, creating or retaining an estimated 51 jobs

## Services

Assist local governments in providing tax-exempt bond financing for environmental protection, low- and moderate-income housing, student loans, industrial development and job creation, energy production and the provision of water and solid waste disposal.

Review and approve requests for allocations of the state's bond cap--authorizing recipients to issue tax-exempt private activity bonds--with the aim of ensuring:

- State compliance with federal tax laws
- Balanced distribution of the cap across the categories of bond use
- Optimum public benefit
- Project readiness

## Performance Measures

- Percentage of annual bond cap allocated - Objective is to allocate 100% of the available cap each year
- Number of days between the receipt of a "complete" allocation request and notification of CTED's decision (including the provision of a Certificate of Approval) - Objective is to stay within the legislated time limit, which is February 1st (for applications submitted before January 18), or within 15 days of submission (for projects submitted after that)



# Bond Users Clearinghouse

*Providing data on public debt issues to local jurisdictions, policy makers, and the finance industry*

## Purpose

The Bond Users Clearinghouse collects and publishes information about debt owed by Washington cities, counties, school districts and other public service districts. State statute requires local public jurisdictions to disclose debt information to CTED and the agency makes it available free of charge.

## Results and Achievements

- Local jurisdictions can make financial decisions based on solid data by comparing the costs of relevant debt issues
- The clearinghouse provides state-level policymakers with easy-to-read data analysis that helps them track trends in municipal debt
- The finance industry can draw on market data not available from other sources

## Performance Measures

- Electronic distribution of clearinghouse publications has reduced costs and made services more accessible
- Web and e-mail reporting options have made submitting debt reports quicker and easier for local jurisdictions
- Database upgrades have increased accuracy and allowed for more sophisticated trend analysis without increasing workload
- Changing from a monthly to a bimonthly newsletter plus monthly data spreadsheets has reduced workload and costs

## Fast Facts

- The total dollar volume of public debt issues more than doubled between 2000 and 2001, but has remained relatively stable since then.
- Debt issue volume for cities and school districts increased three-fold between 2000 and 2003.
- In 2003 the city of Seattle owed 61 percent of all general obligation debt owed by Washington cities.
- The sixteen counties with the lowest assessed valuation owed less than three percent of all county general obligation debt in 2003, and served about six percent of the population.

## For More Information

Steve Washington  
Managing Director  
360.725.3005  
StevenW@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Bond Users Clearinghouse

## Statutory Authority

RCW 39.44.210

*Municipal debt issue reports  
and municipal debt survey*

## Services

*Public Debt Bimonthly Update:* This newsletter presents information on individual debt issues by local jurisdictions and participating state agencies. Information includes the purpose of the debt, type of debt instrument, size of the issue, interest rate, issuance costs, and payment schedule.

*The Public Debt Report:* This annual report analyzes trends in municipal and state debt activity.

*The General Obligation (GO) Report:* This annual report compares the debt levels of local jurisdictions to their statutory limits, and analyzes trends in levels of indebtedness by jurisdiction type.

*Public debt archives:* Copies of official statements and other debt issuance materials are available by request.

Staff can provide customized data and data analysis.

*Note: "Local jurisdictions" include not only municipal jurisdictions, but also counties, school districts and library, port, hospital, fire protection, irrigation, housing, parks and recreation, public utility, and water/sewer districts.*



# Capital Programs

*Supporting Washington's community non-profit organizations as they expand their facilities*

## Purpose

The Department of Community, Trade and Economic Development's (CTED) Capital Programs provide a systematic way for the Legislature to provide funding for capital projects throughout the state that contributes to the local economy. Each program awards matching grants to community-based non-profit organizations to acquire, develop, or renovate their facilities. Each of the programs operates competitively and awards grants every two years, with the next application cycle scheduled for spring 2006. CTED utilizes the services of three separate advisory boards to review and rank proposals for funding.

The three capital programs are:

- **Building for the Arts:** provides grants to non-profit arts and cultural organizations to defray up to 20 percent of the capital costs of new facilities or major renovations. The remaining funds must be raised from non-state funding sources.
- **Community Services Facilities:** provides grants to non-profit social service organizations to help with up to 25 percent of the capital costs of new facilities or major renovations. By reducing or eliminating lease or mortgage payments, recipients of these grants are able to direct more of their limited resources into direct client services.
- **Youth Recreational Facilities:** provides 25 percent state matching grants to community-based organizations that feature a major recreational component and an accompanying educational or social service component.

## Results and Achievements

- Since its inception in 1991, Building for the Arts has provided more than \$45 million for 133 arts-related projects throughout the state
- Community Services Facilities has provided nearly \$28 million for 139 non-residential social service projects in Washington since its initial grant cycle in 1995
- The Youth Recreational Facilities Program is new in 2005-2007 and will provide \$3,300,000 for 14 projects throughout the state

## Fast Facts

- Building for the Arts provides 20 percent state matching grants for arts-related facilities
- Community Services Facilities provides 25 percent state matching grants for non-residential social services facilities
- Youth Recreational Facilities provides 25 percent state matching grants for youth recreational facilities that also feature an educational or social service component

## For More Information

Daniel Aarthun  
Manager, Capital Programs  
360.725.3007  
dana@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
Local Government Division  
360.725.3003  
NancyO@cted.wa.gov

# Capital Programs

## Statutory Authority

RCW 43.63A.750

*Building for the Arts*

RCW 43.63A.125

*Community Services Facilities*

RCW 43.63A.135

*Youth Recreational Facilities*

A sampling of new projects proposed for funding in 2005 \_ 2007 includes:

- Roxy Theatre, Morton
- African-American Museum, Seattle
- Pike Market Senior Center, Seattle
- Olympia Child Care Center, Olympia
- Girl Scouts Inland Empire, Spokane
- Boys & Girls Clubs, Vancouver

## Services

Capital Programs staff negotiate, administer and monitor 52 contracts totaling nearly \$14 million in the Building for the Arts and the Community Services Facilities programs. The Youth Recreational Facilities program has not yet funded any projects.

In addition to the three capital programs mentioned above, CTED administers specific capital construction appropriations that benefit local governments and non-profit organizations throughout the state. The current capital budget includes nearly \$74 million (including reappropriated funds) for 116 specific capital projects. Each appropriation, which is introduced by the Governor or the Legislature, contains language and provisions that tailor it to the needs of the recipient organization. Examples of projects funded recently include:

- Wine and Culinary Arts Center (Prosser)
- Asian Counseling and Referral Service (Seattle)
- Columbia Breaks Fire Interpretive Center (Entiat)
- Discovery Park (Seattle)
- El Centro de la Raza (Seattle)
- Pacific Northwest Salmon Center (Belfair)
- Puget Sound Freight Building Warehouse (Tacoma)
- Spokane River Whitewater Course (Spokane)
- Vancouver National Historic Reserve (Vancouver)

## Performance Measures

- The relatively low state matching share ensures that the state receives most of its contribution back in the form of taxes during the construction phase
- Since these are matching fund programs, each project helps local communities improve their livability or delivery of essential services
- Each construction project provides jobs in the local community





# Community Development Block Grant

*Assisting Washington's low and moderate income families by strengthening communities*

## Purpose

The Community Development Block Grant (CDBG) provides federal resources through grants to the state's lower-income communities in counties with fewer than 200,000 people and cities with populations under 50,000. CDBG establishes program priorities in partnership with local communities that will improve the safety, health, and social well being of low- and moderate-income individuals and families. The state's annual CDBG award has been approximately \$17 million in recent years. Currently the program is managing 183 contracts totaling \$75 million.

## Fast Facts

- Disbursed more than \$277 million in grant funds since 1986
- Serves 33 counties and 168 cities and towns
- Funds local government priority projects

## Results and Achievements

CDBG resources provide essential funding to non-entitlement cities, towns and counties for projects such as water and wastewater infrastructure in support of economic development projects and, community facilities such as community centers and head-start facilities. Non-entitlement jurisdictions have access to CDBG funds through the Washington State CDBG Program as opposed to entitlement jurisdictions, which receive funds directly from the U.S. Department of Housing and Urban Development. All projects primarily benefit low- and moderate-income persons or households and contribute to community vitality through projects that solve critical health and safety issues, provide essential social services and create or retain jobs.

Project examples include:

- A \$900,000 CDBG Community Investment Fund Grant awarded to Grays Harbor County to complete a 25,000 square foot Food Bank Distribution Center serving Grays Harbor and Pacific counties
- A \$110,000 CDBG infrastructure grant awarded to Grant County for the Beverly Water District to drill a new well. The Washington State Department of Health issued a compliance order due to high levels of nitrate contamination in the existing well. The water district serves a high migrant farm worker population and an area whose residents are 93 percent low-income.

## For More Information

Steven K. Washington  
Managing Director,  
Community Development  
Programs Unit  
360.725-3005  
StevenW@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
Local Government Division  
360.725.3003  
NancyO@cted.wa.gov

# Community Development Block Grant

## Statutory Authority

*Title 1, Housing and  
Community Development Act  
of 1974 (Federal)*

## Services

The program provides grants to 33 eligible counties and 168 cities/towns to support a wide range of infrastructure/public facility, community facility, housing, economic development and public service projects. Eligible applicants are cities and towns with fewer than 50,000 people or counties with populations not less than 200,000 provided that the cities, towns and counties do not participate in HUD Urban County Consortiums.

CDBG staff provide technical assistance in the form of grant application and management workshops, project development facilitation, and direct guidance and tools to ensure compliance with federal requirements.

## Performance Measures

All Community Development Block Grant requests are reviewed and scored using four key criteria:

- Need
- Capacity
- Readiness
- Results

An increase in the average need-capacity-readiness-results (NCRR) score indicates that funding is being targeted to community projects where the funding is needed the most, where capacity exists to support successful implementation, where the community is ready to implement the project and where the results will be commensurate with the amount of CDBG funds requested. A higher average composite score is a proxy measure for a "high return on investment" of these funds.

CDBG's performance objective is to increase the average composite score of funded projects to 85 (baseline of 76 is average for previous three years).

An additional performance measure is:

- Shorten the length of time taken to move a grant application from contract execution to completion from 3.2 to two years



# Community Mobilization Against Substance Abuse and Violence

## Purpose

Community Mobilization (CM) organizes local communities to address the problems of substance abuse and violence. CM assists community members in Washington's 39 counties to create and sustain healthy, safe, and economically viable communities, free from alcohol, tobacco, other drug abuse, and violence.

## Results and Achievements

According to the Washington State Institute for Public Policy (2004), CM programs implemented at the local level demonstrate cost-benefit savings. The benefits per dollar of cost for a sampling of such prevention programs are:

- Life Skills Training - a school-based classroom intervention to prevent and reduce the use of tobacco, alcohol, and marijuana. Teachers deliver the program to middle/junior high school students in 30- to 45-minute sessions over three years. Students in the program are taught general self-management and social skills and skills related to avoiding drug use (Ferry County) *\$25.61 benefit for dollar cost*
- Project ALERT - a middle/junior high school-based program to prevent tobacco, alcohol, and marijuana use. Over 11 sessions, the program helps students understand that most people do not use drugs and teaches them to identify and resist the internal and social pressures that encourage substance use (Adams County) *\$18.02 benefit for dollar cost*
- Social Influence/Skills Building Substance Prevention Programs - include a mix of programs designed to help youth understand the social pressures that influence substance use decisions; how to resist pressures to use tobacco, alcohol, and drugs; and how to improve their decision-making abilities. These are primarily school-based programs that may also include information about the short- and long-term consequences of substance use and other health-related information (Snohomish, Thurston, Whatcom Counties) *\$70.34 benefit for dollar cost*

## Fast Facts

- In 2004-2005, the program served 252,445 people and provided drug and violence prevention training in 39 counties
- A CTED survey measuring the effectiveness of the CM Program in organizing the community against substance abuse and violence had a mean score of 81 percent indicating that effective efforts were taking place in all counties.
- A sampling survey of CM in 10 counties found that for every \$5 in state CM grant funding, CM raised \$20 in additional funding (\$9 cash and \$11 in-kind match).

## For More Information

Paul Perz  
Managing Director  
360.725.3025  
PaulP@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Community Mobilization Against Substance Abuse and Violence

Statutory Authority

RCW 43.270

## Services

Community Mobilization uses the Communities That Care (CTC) risk and protective factor model, a best practices model that provides research-based tools to assist communities in designing effective efforts to promote the positive development of children and youth and prevent adolescent substance abuse, delinquency, teen pregnancy, school dropout, and violence. The CTC model is:

"Students felt better able to resist drugs, felt confident they could avoid violence, could better manage their anger when upset, and learned ways to make better decisions to avoid drugs and violence after participating in the program."

—Jim Borte, CM Coordinator,  
Clallam County

**Inclusive:** It engages all parts of the community

**Proactive:** It identifies and addresses priorities before people are involved in the problem behaviors

**Based on rigorous research:** It comes from a variety of fields (sociology, psychology, education, public health, criminology, medicine, and organizational development)

**Community-specific:** It adapts to the uniqueness of each community, not a "cookie-cutter" approach

## Performance Measures

Each of the 39 county Community Mobilization programs will measure the program's success by:

- Each community's readiness to combat substance abuse and violence as measured by the Community Scorecard tool
- Substance abuse and violence risk factors using CTED-approved measurement tools: (a) family conflict; (b) youth rebelliousness and depression; and (c) school safety



# Drug Prosecution Assistance Program

*Assisting local prosecutors in managing increased caseloads*

## Purpose

The Drug Prosecution Assistance Program helps local prosecutors in handling increased court caseloads caused by successful drug interdiction programs like the Multi-Jurisdictional Narcotics Task Forces.

## Results and Achievements

- In 2004, six drug prosecutors completed more than 1,500 cases, averaging nearly 250 cases per prosecutor.
- Special prosecutors generated \$1,116,854 in fines and penalties during the program year 2004

## Performance Measures

- Obtain 90 percent conviction rate statewide
- Reduce the state's drug-related caseload by more than 1,000 cases per year

## Services

Six specially trained drug prosecutors designated by the Washington Association of Prosecuting Attorneys (WAPA), provide legal support to 22 counties focusing on high-volume drug caseloads.

## Fast Facts

- Special prosecutors have provided technical and trial assistance since 1989
- Guilty verdicts for nearly 90 percent of drug offenders prosecuted, according to a recent report by the Washington Association of Prosecuting Attorneys
- The national drug conviction rate is 65 percent

## Statutory Authority

RCW 34.27  
*Prosecuting crime*

*Omnibus Alcohol and Controlled Substances Act (Chapter 271, Laws of Washington, 1989)*

## For More Information

Paul Perz  
Managing Director  
360.725.3025  
PaulP@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Drug Prosecution Assistance Program



# Forensic Sciences Improvement Program

*Paul Coverdell Forensic Sciences Improvement Program*

## Purpose

The Forensic Sciences Improvement Program gains and maintains national certification for the state's forensic sciences laboratory and the five medical examiner's offices, and to improve the capacities of those facilities in accordance with a statewide plan.

## Results and Achievements

- Each Medical Examiner's Office has attained or is pending accreditation
- Equipment most beneficial to the individual medical examiner's offices was identified and procured
- The state forensics laboratory has procured robotic DNA analysis and sample preparation equipment, allowing the laboratory to routinely conduct such analysis rather than on a special request/exception basis

## Performance Measures

- National certification
- Reduce backlog of DNA cases for analysis

## Services

- Procurement of prioritized equipment and assistance for each medical examiner's office supportive of national certification
- Procurement of equipment and training to improve field investigator case handling and support smaller coroners' offices

## Fast Facts

- County coroners have been added to the state forensics laboratory and the state's five medical examiner's offices as eligible to receive funding
- Funding is distributed based upon the statewide plan and recommendation of the Washington State Forensic Investigations Council
- Funding is awarded on an annual basis for use in a single federal fiscal year

## Statutory Authority

RCW 43.330.130(3)

*Authority to address collaborative criminal justice issues*

## For More Information

Paul Perz  
Managing Director  
360.725.3025  
PaulP@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Forensic Sciences Improvement Program





# Governor's Council on Substance Abuse

*Expert recommendations and research for Washington's substance abuse policy decisions*

## Purpose

The Department of Community, Trade and Economic Development (CTED) staffs the Governor's Council on Substance Abuse, an entity created to respond to the significant human, social, and economic costs that substance abuse inflicts on individuals, families, and communities in Washington state.

Council membership includes private industry, local and tribal government, treatment providers, community groups, educators, and law enforcement. State government is represented on the council by the directors of the seven state agencies that provide substance abuse programs, as well as one legislator for each caucus of the House and Senate.

## Results and Achievements

- The percentage of students in grades six to 12 who perceive that substance use is harmful or risky increased from 2002 to 2004
- The number of students in grades eight to 12 who reported riding in a car with a driver who had been drinking declined between 1999 and 2004
- The percentage of students who report binge drinking (five or more drinks in a row during the previous two weeks) declined from 32 percent to 26 percent from 2000 to 2004
- In 2004 the number of youth making the choice to begin smoking dropped from 65 a day to 45. This will mean that 13,000 fewer people in Washington State will die from smoking related illnesses

## Performance Measures

The Governor's Council provides the bi-annual drug policy recommendations to the Governor and state agencies. The council conducts policy studies as indicated for emergent drug issues.

## Fast Facts

- Substance abuse causes an annual estimated economic loss to Washington State of \$2.54 billion
- Approximately 79 percent of youth entering juvenile rehabilitation facilities have substance abuse-related problems
- Youth who begin drinking before age 15 are four times more likely to develop alcohol dependency than those who begin drinking at age 21
- In 2003, 47 percent of all traffic fatalities in Washington State were alcohol related

## For More Information

Paul Perz  
Managing Director  
360.725.3025  
PaulP@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Governor's Council on Substance Abuse

## Statutory Authority

*The Governor's Council on Substance Abuse was established by Executive Order 95-01 in 1995.*

## Services

The mission of the Governor's Council on Substance Abuse is to recommend public policy to promote healthy, safe and drug-free communities in Washington State.

The Governor's Council is a model for proactive, cross-system collaboration, working with all public and private sector stakeholders, Councils and other organizations to present a balanced approach for the prevention, treatment and law and justice efforts to reduce substance abuse in Washington State.

The council's responsibilities include:

- Working with state and local agencies and communities to develop common substance abuse reduction goals
- Advising the Governor and state agencies on substance abuse issues by providing recommendations for policy, program, and research strategies

The Washington Interagency Network Against Substance Abuse (WIN) provides a resource for the council's impact studies and development of policy recommendations.



# Growth Management Services

*Supporting local governments as they plan for growth and prosperity*

## Purpose

Growth Management Services (GMS) delivers technical and financial assistance in support of local governments' efforts to implement the Growth Management Act (GMA). GMS provides direct assistance and consultation to every city and county in the state, as well as grants, data, training, and technical publications. GMS also acts as the central coordinator of state government with respect to GMA-related activities.

The population of the state of Washington has increased by about 20 percent per decade from 1960 through 2000, adding a total of just over one million people during the 1990s. State population increased by 833,400 people between 1994 and 2004, and is projected to continue to increase by between 65,000 and 88,000 annually through 2010.

The GMA was adopted to address the issues of accommodating this ongoing population growth. It requires that 247 of the fastest-growing cities and counties complete comprehensive plans for their future growth. The remaining jurisdictions are required to protect critical environmental areas and conserve natural resource lands. The GMA calls for these jurisdictions to review and, if necessary, revise their plans and regulations every seven years to ensure they remain up-to-date. In 2004, 117 local governments were due to update their plans. In 2005, 35 more jurisdictions are scheduled for updates. The remaining cities and counties will do so over the next three years.

GMS guides and assists the planning of these communities on a wide array of subjects integral to their vitality and sustainability. Our staff assists cities and counties as they create comprehensive plans, development regulations and predictable permit systems that enable them to grow and prosper in balance with the capacity of our natural and financial resources. Whether a community is responding to the pressures of rapid urbanization or working to stimulate a weak economy, managing growth means providing for land supply, land use, infrastructure, commercially important natural resources, environmental protection, affordable housing, economic opportunities, property rights, and quality-of-life amenities.

## Fast Facts

- Twenty-nine counties are fully planning under the Growth Management Act. Of those, 18 are required to do so because of their population and growth rate and 11 opted in
- The City of Everett cited GMA planning as essential to The Boeing Company choosing Everett as the site of its 7E7 production facility
- A 2002 study by David Evans and Associates reported that early planning and environmental review directly resulted in \$500 million in private investment in nine communities studied

## For More Information

Leonard Bauer  
Managing Director  
360.725.3055  
LeonardB@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
Local Government Division  
360.725.3003  
NancyO@cted.wa.gov

# Growth Management Services

## Statutory Authority

Among other statutes, various sections of RCW 36.70A and RCW 43.330 including:

RCW 36.70A.190  
*Technical assistance, procedural criteria, grants, and mediation services*

RCW 43.63A.550  
*Growth management inventorying and collecting data*

RCW 43.330.120  
*Growth management central coordinator for state government*

RCW 36.70A.215  
*Review and evaluation program (a.k.a., Buildable Lands program)*

"As we worked through the complex policy, regulatory and process issues to approve the construction of a float glass plant in our county, growth management staff were very helpful and enthusiastic in assisting us throughout the process."  
—Bob Johnson, Lewis County Community Development Director

## Results and Achievements

- 86 percent of new development in five of the most populous Western Washington counties is occurring within designated urban growth areas (FY 2006 target)
- 98 percent of local governments have completed comprehensive plans and development regulations under the Growth Management Act
- 96 percent of new development in King County is occurring within designated urban growth areas

## Services

Key program elements include:

**Direct Assistance:** GMS assigns a specific staff person to each and every city and county in the state, available for direct assistance and consultation. The average number of local governments served by each staff member is 32.

**Grants:** Administer grants to local governments for growth management planning and implementation \_ approximately \$5.5 million in Fiscal Year 2005-2007.

**Training and Education:** Provide training and other educational workshops for an estimated 1,000 citizens, elected officials, and staff each year, tailored to individual community interests.

**Publications:** Develop and distribute Washington Administrative Code guidelines, technical guidebooks, fact sheets, quarterly newsletters, and reports; Maintain popular GMS website.

**Review:** Provide information and formal technical assistance reviews of hundreds of local GMA implementation actions per year e.g., comment letters on comprehensive plan amendments.

**Buildable Lands:** Coordinate, facilitate, and report on review and evaluation program required by law of the six fastest growing counties to monitor available land supply for future urban growth.

**State Coordination:** Facilitate GMA-related state agency activities and services to local governments, including creation of direct assistance teams to Snohomish, Island and Mason counties on their environmental regulations in 2005. GMS staff also lead the Interagency Work Group for growth management.

**Data:** Gather, analyze, and geographically illustrate land use related data e.g., maintain the only statewide map of urban growth areas.



# Justice Assistance Grant

*(Successor to the Byrne Formula Grant)*

## Purpose

The Justice Assistance Grant, a program of the U.S. Department of Justice, is used to fund drug and violence control programs and to improve the criminal justice system within Washington State in accordance with a statewide strategic plan.

## Results and Achievements

- Statewide drug interdiction program with participation by more than 130 state and local law enforcement agencies
- Adoption of the drug court model by more than 20 jurisdictions
- Statewide domestic violence network of 48 direct service providers facilitating access to the protections of the legal system to victims
- Ninety-five percent of all felony offenses are automated and available for law enforcement query

## Performance Measures

Each supported program has its own performance measures:

### Multi-Jurisdictional Narcotics Task Forces

51 percent of task force arrests will be mid- to upper-level drug traffickers; 90 percent or more success rate in prosecution and forfeiture actions; Complete dismantle, or serious disruption of organized drug trafficking

### Drug Courts Program

Increase the number of juvenile drug courts statewide; increase substance abuse treatment opportunities for youth involved in the criminal justice system

### Domestic Violence Legal Advocacy

Decrease the incidence of domestic violence by facilitating the victims' access to, and participation in, civil and criminal justice processes

### Youth Violence Prevention and Intervention

Reduction in aggressive behaviors; improvement in pro-social behaviors; reduced recidivism

## Fast Facts

- Effective in December, 2004, Congress merged the Byrne Formula Grant and the Local Law Enforcement Block Grant into the Justice Assistance Grant, with a 40 percent net decrease in funding.

## For More Information

Paul Perz  
Managing Director  
360.725.3025  
PaulP@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Justice Assistance Grant

## Statutory Authority

RCW 43.330.130(3)

## Performance Measures, cont.

Criminal History Records Improvement: Percentage of felony records automated; Completeness of individual offender's history and current status; Timeliness of submission to the state repository and FBI

## Services

The Byrne Formula Grant functions as a multi-program funding source for the following programs that have been determined to best support the statewide strategic plan and which lack or are inadequately supported by other funding sources:

Multi-Jurisdictional Narcotics Task Forces: 17 task forces designed to pursue mid- to upper-level drug dealers operating above the level of normal police investigations but below that primarily addressed by federal law enforcement agencies. This program is supported by two additional programs, which are:

- Washington State Patrol Participation in Regional Task Forces: provides WSP supervisors and investigators under local control to enhance Byrne supported Multi-Jurisdictional Narcotics Task Forces
- Prosecution Support of Regional Task Forces: provides prosecutorial support of Byrne supported Multi-Jurisdictional Narcotics Task Forces, ensuring that offenders do not go free due to lack of timely prosecution

Drug Courts: The adult drug court program has been provided state funding, allowing Justice Assistance Grant funding to support the startup of new juvenile drug courts.

Youth Violence Prevention and Intervention: Supports seven community- and school-based projects designed to provide at-risk youth the skills and alternatives to violence.

Domestic Violence Legal Advocacy: Provides access to the protections and services of the legal system and law enforcement to a victim's population, which would otherwise be largely unable to obtain the protection provided by the law.

Defenders Training: Special Needs Defendants: Provides training and a resource base to defenders, prosecutors and the courts on handling special needs populations and suitable alternatives which both satisfy justice and avoid unintended consequences to the offenders with special needs.

Criminal History Records Improvement: A portion of the Justice Assistance Grant is dedicated to improving access and submission of criminal justice data such that all relevant data is available in near real time to all criminal justice practitioners.





# Local Government Fiscal Note Program

*Helping the Legislature understand local financial impacts of proposed legislation*

## Purpose

The Department of Community, Trade and Economic Development's Local Government Fiscal Note program (LGFN) provides a concise analysis of the estimated financial impacts of state legislation on counties, cities, and special purpose districts. Fiscal notes are used by the legislature to determine the financial impact (both revenues and expenditures) on government entities resulting from proposed legislation.

## Results and Achievements

The LGFN program has increased its performance measure ratings in recent legislative sessions due to one-time program resources provided by CTED in Fiscal Year 2002 to respond to increasing volume and demand:

- Timeliness: 75 percent average for 2002-2004 compared to 55 percent for 1997-2001
- Customer satisfaction: 77 percent average for 2002-2004 as compared to 38 percent for 1997-2001

## Performance Measures

- Timeliness
- Customer satisfaction (as measured by customer rankings of "excellent" regarding credibility, accuracy, and quality of statistics)

## Services

The LGFN program:

- Provides fiscal notes estimating impacts to local governments resulting from legislation
- Conducts surveys on local government costs
- Answers inquiries and provides analyses regarding upcoming legislation and initiatives affecting local governments

## Fast Facts

- The program receives more than twice as many fiscal notes as any other program (More than 600+ requests during long sessions and more than 400 requests during short sessions)
- The program is the only one of its kind in the state dedicated to local government impacts
- Fiscal notes help reduce unintended impacts to local governments resulting from legislation

## Statutory Authority

RCW 43.132  
*Fiscal notes*

RCW 43.132.030  
*CTED designation to provide fiscal notes*

## For More Information

Louise Deng Davis  
Program Manager  
360.725.5034  
LouiseD@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Local Government Fiscal Note Program





# Local Jurisdiction Funding Programs

*Specialized funding for local governments to meet specific needs*

## Purpose

Four programs are available to assist local jurisdictions under these revenue sources:

### **Local government financial assistance and Health Services**

**funding:** State funding is appropriated to provide local governments with financial assistance. Funding is provided to cities and counties.

**Municipal Criminal Justice Funding:** State-funding assistance is provided to cities to support essential public functions in four program areas:

- Innovative law enforcement strategies
- Programs that help at-risk or abuse children
- Programs that reduce domestic violence or provide counseling to domestic violence victims
- Law enforcement services contracted by cities with other governmental agencies

(Prior to I-695 this program was supported by MVET funds. Funds are now provided via state appropriation.)

**Bordertowns Funding:** State funding from the Liquor Revolving Fund is appropriated for cities and counties within seven miles of the border between Canada and the United States (in Washington).

## Results and Achievements

**Local government financial assistance** - Funding is distributed to local cities and counties

**Health Services funding** - Funding is distributed to local health districts

## Fast Facts

- Distributed \$3 million in FY 2004 and \$2 million in FY 2005 from state general funds-federal
- Distributed \$24 million in both Fiscal Years 2004 and 2005 from the health services account
- Supported the distribution of \$2.94 million in FY 2004 by the Office of State Treasurer from the Municipal Criminal Justice Account. These funds are provided via transfer from the state general fund and are not part of CTED's budget.

## For More Information

Paul Perz  
Managing Director  
360.725.3025  
PaulP@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Local Jurisdiction Funding Programs

## Statutory Authority

ESSD 5404, Laws of 2003  
*CTED Agency Budget Bill*

RCW 82.14.330

RCW 66.08.195-197

## Results and Achievements, cont.

**Municipal Criminal Justice Funding** - Funding is distributed to local cities. The State Auditor's Office is charged with auditing the expenditures made by cities to ensure they are in keeping with the purpose of the funding.

**Bordertowns Funding** - Funding is distributed to border areas

## Services

**Local government financial assistance** - CTED provides funding distribution support to the Office of State Treasurer

**Health Services funding** - CTED provides funding distribution support to the Office of State Treasurer

**Municipal Criminal Justice Funding** - CTED provides funding distribution support to the Office of State Treasurer for cities to support the program's four program areas.

**Bordertowns Funding** - CTED prepares the distribution formula for the border areas, based on impacts from border crossing traffic, border related crime statistics, and per capita law enforcement spending. CTED may review these guidelines every three years, at the request of a border community. The Liquor Control Board distributes the funding.



# Municipal Research Council

*Providing cost-saving, centralized research and services to local governments*

## Purpose

The Department of Community, Trade and Economic Development (CTED) staffs the Municipal Research Council (MRC), which was created to provide cost-saving research and services to local governments through one centralized source.

The MRC's programs are designed to provide technical expertise that for the most part is not affordable to an individual local government and to eliminate duplication of effort that occurs when services are performed separately by individual local governments.

MRC consists of 14 members who serve two-year terms:

- Two members appointed by the President of the Senate
- Two members appointed by the Speaker of the House of Representatives
- Six members appointed by the Board of Directors of the Association of Washington Cities
- Two members appointed by the Board of Directors of the Washington State Association of Counties
- One member appointed by the Washington Association of County Officials
- The director of CTED

## Fast Facts

- The MRSC website received 3.5 million visitors in 2004
- Forty percent of calls for assistance are from cities with populations of 5,000 or fewer
- More than 60 percent of inquiries are for legal advice sought from smaller jurisdictions that cannot afford attorney fees.

## Results and Achievements

Local governments receive:

- Dependable advice, practical solutions, and quick access to legal and policy research
- Sample documents to illustrate virtually all local government functions
- Informative publications and a complete local government library
- 24-hour internet access

## For More Information

Steven K. Washington  
Managing Director  
Community Development  
Programs  
360.725.3005  
StevenW@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Municipal Research Council

## Statutory Authority

RCW 43.110

RCW 43.110.010

*As last amended by Sec. 1,  
Ch. 290, Laws of 2001*

RCW 43.110.030

*As last amended by Sec. 3,  
Ch. 227, Laws of 2000*

RCW 43.110.050

*As last amended by Sec. 1,  
Ch. 38, Laws of 2002*

RCW 43.110.060

*As last amended by Sec. 4,  
Ch. 38, Laws of 2002*

RCW 82.08.170

*As last amended by Sec. 3,  
Ch. 38, Laws of 2002*

RCW 66.08.190

*As last amended by Sec. 927,  
Ch. 25, 1st Sp. Session, Laws  
of 2003*

## Services

Through its contractor, the Municipal Research and Services Center (MRSC), the MRC responds to local government requests for advice and information on municipal law, finance, growth management, public works, management, and operations.

The MRSC library holds the state's largest collection of municipal reference materials. The MRSC also publishes many research articles and operates a web site that received more than 3.5 million visitors in calendar year 2004.

These consolidated services reduce the need for local staff and are especially crucial to smaller units of local government. The MRC provides comprehensive research services to all 281 cities and towns and 39 counties of Washington State.

"Your personnel are unfailingly quick to respond to my needs, ever patient with me, and positively overwhelming in the research they...offer me."  
—*Luana Burnett, Police Services Officer, City of Newport*

## Performance Measures

- The local government web site ([www.mrsc.org](http://www.mrsc.org)) served more than 3.5 million visitors in calendar year 2004
- MRSC staff responded to more than 7,000 telephone or e-mail requests for information and advice on local government legal and policy issues



# Project Safe Neighborhoods

*Paul Coverdell Forensic Sciences Improvement Program*

## Purpose

Project Safe Neighborhoods is trying to reduce gun-related violence and crime in Eastern Washington

## Results and Achievements

- Baseline survey analysis completed

## Performance Measures

- Multi-year program impact evaluation

## Services

- Publication of the efforts to reduce gun related crime
- Advertisement of a tip line to remove guns from the schools (Spokane County)
- Intensive prosecution of gun related crime in Spokane County
- Support of an explosives/firearms detection K-9 unit available throughout Eastern Washington
- Survey and statistical analysis of the most effective law enforcement practices for the reduction of gun related crime
- Survey and analysis of Eastern Washington to establish a baseline from which program impact may be measured
- Identification of hotspots in Eastern Washington for special emphasis

## Fast Facts

- The U.S. Attorney's Office of Eastern Washington annually convenes a planning board to select projects for funding based upon federal guidance
- Funding is awarded on an annual basis for use over a four-year period
- CTED serves as the fiscal agent for the U.S. Attorney's Office of Eastern Washington

## Statutory Authority

RCW 43.330.130(3)  
*Authority to address collaborative criminal justice issues*

## For More Information

Paul Perz  
Managing Director  
360.725.3025  
PaulP@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Project Safe Neighborhoods



# Residential Substance Abuse Treatment

## *Formula Grant*

### Purpose

The Residential Substance Abuse Treatment (RSAT) Grant Program is a partnership among state and local governments to create safer communities by funding access to treatment for drug-addicted offenders while incarcerated.

Congress did not fund RSAT in federal fiscal year 2004 (October 2003 \_ September 2004), causing an RSAT funding lapse in Washington State during its 2004-2005 biennium. Congress has funded the RSAT Grant again for federal fiscal year 2005. At present, RSAT funds from the previous federal budget period are currently being passed-through from CTED to the state Department of Corrections (DOC) and the two local corrections projects in Benton-Franklin and Thurston counties.

### Results and Achievements

- Enhanced access to drug treatment for county-based offenders by more than 30 percent
- Improved offender access to after-care treatment for all DOC and county RSAT graduates statewide

### Performance Measures

- Increase the number of DOC and local corrections prisoners given access to and participation in residential substance abuse treatment programs statewide who have drug-related offenses and remain drug-addicted while in corrections
- Improve existing state and locally funded residential substance abuse treatment programs with additional funding from the RSAT Grant.
- All county-based projects have incorporated rules that integrate their local Drug Court program participants who fail to successfully complete treatment while under the jurisdiction of the local drug courts, into the RSAT programs

### Fast Facts

- Established new county-based Residential Substance Abuse Program in Benton-Franklin Counties
- Funded enhancements to transitional care and after-care for state prisoners in Department of Corrections, Residential Substance Abuse Treatment programs

### For More Information

Paul Perz  
Managing Director  
360.725.3025  
PaulP@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
360.725.3003  
NancyO@cted.wa.gov

# Residential Substance Abuse Treatment

## Statutory Authority

RCW 43.330.130(3)  
*Authority to address  
collaborative criminal justice  
issues*

## Services

Funding of DOC and local county-level corrections residential substance abuse projects across the state for substance abuse treatment and aftercare services.

CTED is funding four RSAT projects statewide during the 2005-2007 biennium:

Two of the four projects are DOC-based residential substance abuse treatment programs. Pine Lodge Pre-Release project is for females; the Coyote Ridge Corrections project is for men.

Two of the four projects are active county-based corrections residential programs. These projects are contained in the county correction's facilities belonging to Benton-Franklin County and Thurston County.





# Small Communities Initiative

*Helping small, rural communities improve health and environmental conditions*

## Purpose

The Small Communities Initiative (SCI) was created as a pilot program in 1999 by CTED and the Departments of Health and Ecology, and provides intensive technical assistance to very small, rural communities struggling with economic viability and compliance with health and environmental regulations due to failing water or wastewater systems. To date, 14 communities have been assisted by this program. More than 50 rural communities need this type of assistance, according to Health and Ecology.

CTED employs two SCI staff to work directly with small communities that are identified by the regional offices of Health and Ecology. Each SCI staff person meets with communities on an as-needed basis (usually between once a month and once a quarter) over a period of one to several years, serving as facilitator, technical advisor, and resource broker to help local elected officials, city staff, and citizens define, prioritize, and identify links between public health, environmental protection, and local development issues. The SCI program is unique and does not duplicate the technical assistance provided by funding programs, regulatory agencies, or groups such as the Infrastructure Assistance Coordinating Council. In the 05-07 biennium the program graduated from pilot to permanent status, with funding for a second staff person coming from the Public Works Assistance Account. The other position is funded equally by CTED, the departments of Ecology and Health.

## Fast Facts

- More than \$33 million has been secured for infrastructure projects in eleven communities since the Small Communities Initiative program began in 1999, resulting in safer drinking water, environmental protection, and more communities with infrastructure that will be able to serve community and economic development activities in the future

## Results and Achievements

The results of the Small Communities Initiative are demonstrated through specific measurements in individual communities. Two examples include:

**Town of Lone, Pend Oreille County:** Individuals in Lone worked from 1996 to 2001 trying to improve the quality and reliability of their water. By 2001 the town had only succeeded in completing a water system planning document, because Lone officials did not know how to break their large project into phases and did not know how to look for the appropriate sources of funding for each phase or how to apply for

## For More Information

Cathi Read  
Program Manager  
360.725.3016  
CathiR@cted.wa.gov

Nancy K. Ousley  
Assistant Director  
Local Government Division  
360.725.3003  
NancyO@cted.wa.gov

# Small Communities Initiative

## Statutory Authority

*none*

## Results and Achievements, cont.

funding. In a business survey conducted in 2000 for the North Pend Oreille County Community Action Plan, 13 of 19 local businesses that responded to the survey marked poor water quality as problem for their business. Since SCI staff became involved in 2001, an overall action plan has been developed, and funding has been secured for planning, design, and phase one construction of distribution system improvements, which were completed in September 2004. A strategy is in place for securing funding for water treatment facilities and phase two of the distribution system improvements. One is now on its way to providing the infrastructure necessary to support existing businesses and attract new ones, as well as providing clean drinking water.

**Town of Lyman, Skagit County:** SCI staff worked with the Town of Lyman (population 410) between 2000 and 2003. For several years, the town had been required by the Department of Health (through a Bilateral Compliance Agreement) to upgrade its water system. In addition, Lyman had been out of compliance with the Growth Management Act for years and needed to amend its Comprehensive Land Use Plan and development regulations. Neither the town's elected officials nor staff understood completely what was being required of them. Lyman has two employees \_ a part-time clerk-treasurer, and a part-time public works employee. Lyman's projected budget for 2003 (minus grants received) was \$441,000. The water system improvement project that was developed cost approximately \$1.5 million. SCI staff met every one to two months with the Town Council and staff for the first two years, then every few months for the next couple of years. SCI staff also spent up to 10 hours per month on the phone with the clerk-treasurer, who had never applied for or administered a government grant or loan before. Meetings often included staff from the Department of Health, CTED Growth Management, state and federal funding programs, and later, consultants. SCI staff helped the town understand what was being required, develop an action plan, identify and apply for funding to implement the action plan, then work towards implementing the plan. Lyman now has an approved Comprehensive Land Use Plan and development regulations, and the water system upgrade project was completed in June 2004. The Town is now ready for new community and economic development projects.

# Small Communities Initiative

"We feel that this program is wonderful. There are so many things that need to be done and small towns just don't have the personnel that have the education it takes to understand some of the projects or the money to finance them."

—Eileen Wartchow, Clerk-Treasurer, Lyman

## Services

Key program elements include:

**Increasing community capacity:** Small communities have a limited capacity to address environmental, public health, and economic development issues. Their capacity is defined by their available capital, human resources, social capital, and physical infrastructure. This approach is designed to assist on all four fronts, by seeking funding, providing technical assistance and facilitation, empowering a community to develop their own local priorities, and by planning for and addressing infrastructure needs.

**Helping prevent future problems achieving sustainable results:**

Many communities are eager to be a part of proactive discussions to prevent future problems. Communities are very willing to invest creative energy and time when they foresee a positive outcome that meets their interests and accomplishes their priorities. While working with the SCI communities, local economic development objectives and comprehensive planning are built into the overall strategic plan. This allows communities to articulate and plan for their future, often preventing the need to re-do or retrofit, and creating more long-term and sustainable results.

In addition:

Agency staff provides facilitation, technical assistance and resources to help local elected officials, local staff, state agency staff and citizens define, prioritize and identify links between public health, environmental protection, and local development issues.

Assistance to identify realistic steps leading to regulatory compliance, long-term community sustainability, and economic vitality.

Assistance in putting together funding packages.

# Small Communities Initiative